



Compliance Officer

On behalf of our client, we are seeking a Compliance Officer to join their team in the Cayman Islands. Reporting to the Head of Compliance Services, the Compliance Officer will provide support on compliance matters in relation to the acceptance of new business, changes of circumstance and ongoing maintenance of client due diligence.

Responsibilities:

- Collect and review client due diligence documentation for client acceptance, changes in circumstance, and ongoing account monitoring; liaise with the corporate team as needed.
- Review due diligence documentation for Eligible Introducer/Agent/Nominee testing and prepare reports for Compliance Manager review.
- Conduct open-source internet investigations on clients/UBOs as required.
- Perform enhanced due diligence on High-Risk Clients/PEPs and document findings for Compliance Manager review.
- Prepare client structure charts and risk assessments.
- Populate the ViewPoint database with client due diligence data.
- Review and resolve World-Check screening alerts.
- Provide support to the Compliance Team as required.
- Communicate effectively and concisely with team members and staff.
- Maintain a courteous, positive, and professional manner with clients and colleagues at all times.
- Work effectively in a deadline-driven environment, prioritizing regulatory deadlines.
- Maintain timely and accurate time tracking.
- Be self-motivated and able to work independently as well as collaboratively.
- Demonstrate flexibility to adapt to business needs and changes.
- Take responsibility for self-development and agreed training requirements.
- Work toward performance goals to ensure ongoing development.
- Consult and escalate issues and exceptions to Senior Management to deliver effective solutions and minimize risk.

Requirements:

- Strong understanding of the Cayman Islands legislative and regulatory framework related to Money Laundering, Terrorist Financing, and Proliferation Financing.
- Good understanding of the Sanctions Regime and FRA Sanctions Guidance.
- Excellent academic background.
- Preferred: recognized compliance qualification such as CAMS, ICA, or equivalent certification.
- Minimum of 3–5 years of experience in a relevant position.
- Exceptional organizational skills.

Expertise

- Strong written and verbal communication abilities.
- Proficiency in Microsoft Office applications.
- Experience with electronic document management systems (e.g., iManage) preferred but not essential.

To apply please send your résumé to caymanjobs@expertisegroup.com. All applications are handled in a confidential manner and in accordance with Expertise's Privacy Policy, available on our website